Indexing Research

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Simply the best way to prepare indexes

CINDEX™ 3.0 for Windows®

Principal New Features

CINDEX 3.0 offers a broad range of new features and enhanced performance.

Unicode

- Cindex now uses Unicode to represent text, and accommodates characters from all languages and scripts. Index entries can contain any characters that your computer can display.
- Cindex can sort index entries by the collation rules appropriate to the language in which you are working.

Managing Indexes

- Windows and Mac versions of Cindex now use a common format for indexes, index templates and stylesheets. Documents of these types can be freely interchanged between Mac and Windows computers.

Editing

- New shortcuts provide for incrementing/decrementing page references, and for automatically completing page ranges.
- A new shortcut provides for swapping acronyms and their expanded phrases.
- You can now verify cross-references as you type them.

Macros

- Keystroke macros are now available on Windows Vista and Windows 7.

Spelling Check

- Cindex employs a new spell-checker. Dictionaries for many languages are available at no cost.
- User dictionaries can be of unlimited size. You can edit them freely as text documents: you can add, change or delete words, and you can paste text from other documents.

Import and Export

- A new import/export option provides for saving index records to, and reading index records from, XML documents.
- Cindex can import records in the tab-delimited format used by Sky Index 7 and the comma-delimited quoted format used by Sky Index 6.
- Cindex provides much richer capabilities for marking up formatted indexes as tagged text documents. Full XML markup is now available.

Sorting Entries

- You can now choose among language-specific alphabetizing conventions. For example, in a Swedish index, entries beginning with Å are placed after entries beginning with Z.
- New options for Word-by-Word and Letter-by-Letter alphabetizing sort entries by the principles recommended by the *Society of Biblical Literature*.

Patterns

- Cindex provides new and much richer capabilities for finding and replacing text represented by a *pattern*.
- Cindex offers a collection of ready-made patterns for common search tasks.

System Requirements

Cindex 3.0 requires Windows XP SP2 or higher, Windows Vista, or Windows 7.

Simply the best way to prepare indexes

CINDEX™ 3.0 for Mac

Principal New Features

CINDEX 3.0 offers a broad range of new features and enhanced performance.

Unicode

- Cindex now uses Unicode to represent text, and accommodates characters from all languages and scripts. Index entries can contain any characters that your computer can display.
- Cindex can sort index entries by the collation rules appropriate to the language in which you are working.

Managing Indexes

- Windows and Mac versions of Cindex now use a common format for indexes, index templates and stylesheets. Documents of these types can be freely interchanged between Mac and Windows computers.

Editing

- New shortcuts provide for incrementing/decrementing page references, and for automatically completing page ranges.
- A new shortcut provides for swapping acronyms and their expanded phrases.
- You can now verify cross-references as you type them.

Spelling Check

- Cindex employs a new spell-checker. Dictionaries for many languages are available at no cost.
- User dictionaries can be of unlimited size. You can edit them freely as text documents: you can add, change or delete words, and you can paste text from other documents.

Import and Export

- A new import/export option provides for saving index records to, and reading index records from, XML documents.
- Cindex can import records in the tab-delimited format used by Sky Index 7 and the comma-delimited quoted format used by Sky Index 6.
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Sorting Entries

- You can now choose among language-specific alphabetizing conventions. For example, in a Swedish index, entries beginning with Å are placed after entries beginning with Z.
- New options for Word-by-Word and Letter-by-Letter alphabetizing sort entries by the principles recommended by the *Society of Biblical Literature*.

Patterns

- Cindex provides new and much richer capabilities for finding and replacing text represented by a *pattern*.
- Cindex offers a collection of ready-made patterns for common search tasks.

System Requirements

Cindex 3.0 requires an Intel Mac running OS 10.5 or higher.

CINDEX 3 for Windows and Mac
Summary of Principal New Features

Unicode

Cindex 3 now uses Unicode to represent text internally, and can accommodate all languages and scripts. Index entries can contain any characters that your computer can display, and Cindex can sort index entries by the collation rules appropriate to the language in which you are working.

Document Interchange

Index documents are now fully interchangeable between Windows and Mac.

XML Records

A new export/import option provides for saving index records to, and reading index records from, XML documents. These documents can represent all Unicode characters and are the recommended format for interchange with other application programs. The documents are in an open format accessible to any application program that can parse XML.

Plain Text Records

When Cindex imports tab-delimited records from a plain text document, it automatically recognizes whether the text is UTF-8 text (Unicode) or in the native character set of the computer (Mac or Windows) on which it is running. When you export plain text records, Cindex can use UTF-8 character representation or the native character set of the computer.

Sky Index Records

Cindex can import records in the tab-delimited format used by Sky Index 7 or the comma-delimited quoted format used by Sky Index 6.

Adding and Editing Records

Several new capabilities make it easier than ever to make index entries.

Acronyms

If a heading contains a phrase followed by text in parentheses (for example, an acronym followed by its expansion, or *vice-versa*) you can exchange the contents of the leading text with the text in parentheses by clicking a new toolbar button or keystroke.

Page References

Two new capabilities make it easier to enter and edit page numbers and ranges in the locator field.

- A new keyboard shortcut allows single-keystroke incrementing or decrementing of page numbers. To increment the page number, hit Ctrl]. To decrement the page number hit Ctrl [. This operation affects only the *last* component of the *last* page reference in the locator field.

- A new Preferences setting "Complete Page Ranges" (under the Editing tab) configures Cindex to generate the second part of a page range automatically when you type the character that connects the two parts of the range. For example, if a dash is the connecting character, and you entered 55- Cindex would complete the reference as 55-56.

Cross-References

Cindex can now verify cross-references as you enter them in records.

Labels

Choosing a label from a menu (or using the corresponding keyboard shortcut) now toggles the state of that label. If you are working on selected records in the main window, Cindex applies or removes the label according to the state of the first record in the selection.

Smart Flip

The set of words that Cindex uses for its 'Smart Flip' is now distinct from the list that specifies prefixes to be ignored in sorting subheadings (Tools->Sort...). Choose Document->Smart Flip Words... to edit the set of prefix/suffix words that Cindex should attend to when executing a smart flip.

If you place a ~ immediately before any word in the Smart Flip set, Cindex will move that word from one field to the other when flipping, but will not move it from the beginning to the end of the field, or *vice-versa*. Words for which you would typically want this behavior are "and" and "versus."

Spelling Check

Cindex employs a new spell-checker. Dictionaries for many languages are available at no cost.

Cindex comes with a built-in dictionary for American English. Cindex automatically deploys additional language dictionaries and supplementary special dictionaries, if these are located in specified places.

User dictionaries can be of unlimited size. You can edit them freely as text documents: you can add, change or delete words, and you can paste text from other documents.

Alphabetizing

You can now choose among language-specific alphabetizing conventions. For example, in a Swedish index, entries beginning with Å are placed after entries beginning with Z.

A new option allows full control of sorting text in parentheses.

Patterns

Cindex provides many new capabilities for finding and replacing text represented by a pattern.

When you use Find or Replace, Cindex now provides some ready-made patterns via the contextual menu displayed when you right-click the Find box.

Verifying Cross-References

Cindex now more accurately verifies cross-references. When you check cross-references and require an exact match, Cindex will explicitly flag references that match except for letter case or accent.

Formatting Documents

There is a new setting for formatting cross-references (Document->Cross-References). If you check *Don't Apply Prefix Style if it Matches Existing Body Style*, Cindex will not apply an automatic style to the cross-reference prefix if that style is already applied to the body of the cross-reference.

Cindex can now display headings for entries that are grouped generically under numbers, or symbols, or numbers and symbols. The new settings are available under Document->Grouping Entries.

When rendering SMALL CAPS on the screen or on a printer, Cindex now fully emulates a small caps font: only lowercase letters are displayed or printed at reduced size.

When rendering superscript or subscript text on the screen or printer, Cindex now sizes and positions it better.

Exporting Formatted Documents

Improved SGML Markup

Cindex provides new options (Tools->Markup Tags) for specifying the structure of tagged text documents.

- There is a new tag to identify an alphabetic group of entries.

- You can specify whether subheadings are nested hierarchically under headings.

- You can specify whether the page reference tag or the cross-reference tag is applied to each reference separately, or to the group of references in an entry.

- You can specify how characters other than ASCII are to be represented in the tagged text.

Export as XML Text

You can save fully formatted indexes as XML documents. These are marked up plain text documents in an open format, and can be interpreted by any application program that can parse XML. Cindex provides a default set of XML tags, and you can define additional ones.

Export as Plain Text

When you save a formatted index as Plain Text, Cindex can export the document as UTF-8 (Unicode) text, or in the native character set of the computer (Windows or Mac) on which it is running.

Other Improvements

(Windows only) Keystroke Macros (Tools->Macros) are now available when Cindex is running under Windows Vista or Windows 7.

Simpler entry and editing of abbreviations.

Simpler entry and editing of styled strings.